



NEIGHBORHOOD COMMISSION

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REGULAR MEETING MINUTES MONDAY, SEPTEMBER 26, 2016 MISSION MEMORIAL BUILDING HEARINGS ROOM

CALL TO ORDER – Vice Chair Finley called the meeting to order at 7:02 p.m.

Members Present – Robert Finley, Richard Oshiro, Kevin Rathbun, Robert Stubbs, and Claire Tamamoto.

Members Absent – Bryan Choe, Tyler Dos Santos-Tam, Joby North III, and Russell Yamanoha.

Guests – Tom Heinrich; Harry Ozols (State Senate District 13 candidate); Sylvia Young (Nu'u'anu/Punchbowl Neighborhood Board No. 12); Elisabeth Contrades (Corporation Counsel); Executive Secretary Shawn Hamamoto, Uyen Vong, and Neil Baarde (Neighborhood Commission Office).

Roll Call of Commissioners, Establishment of Quorum – A roll call of commissioners established a quorum with five (5) commissioners.

Vice Chair Finley presented a lei to Contrades and thanked her for her service on behalf of the Neighborhood Commission. Vice Chair Finley noted that her work with Neighborhood Commission is only a part of what Contrades does on a regular basis.

Report of any Neighborhood Commission business considered by the Liliha/Puunui/Alewa/Kamehameha Heights Neighborhood Board No. 14 – There was no report.

APPROVAL OF MINUTES

Regular Meeting Minutes – August 22, 2016 – **Hearing no objections, the regular meeting minutes of August 22, 2016 were UNANIMOUSLY APPROVED, 5-0-0.** (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).

Neighborhood Plan Public Hearing Minutes (Kapolei Hale) – **Hearing no objections, the Neighborhood Plan public hearing minutes of September 10, 2016 at Kapolei Hale were UNANIMOUSLY APPROVED, 5-0-0.** (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).

Neighborhood Plan Public Hearing Minutes (Honolulu Hale) – **Hearing no objections, the Neighborhood Plan public hearing minutes of September 10, 2016 at Honolulu Hale were UNANIMOUSLY APPROVED, 5-0-0.** (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).

Downtown Neighborhood Board No. 13 Name Change Public Hearing – **Hearing no objections, the Downtown Neighborhood Board No. 13 name change public hearing of September 10, 2016 were UNANIMOUSLY APPROVED, 5-0-0.** (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).

PUBLIC CONCERNS – Sylvia Young commented that there are stricter requirements as a candidate for the Neighborhood Board than when someone is appointed to the board. Young also noted that there is no vetting process for board appointments. Vice Chair Finley responded that he will make a recommendation at the next Neighborhood Plan Committee meeting.

EXECUTIVE SECRETARY'S REPORT – Shawn Hamamoto reported the following:

- Staffing Update – There are no staff updates.
- Office Move to Kapalama Update – The projected move-in date has been pushed back to mid-October 2016. The first day in the new office should be Monday, October 17, 2016 following the actual moving day on Saturday, October 15, 2016.
- Honolulu Charter Commission Update – Proposal 40, which is now advancing as a ballot question, is phrased as: "Should all boards and commissions, except for the Board of Water Supply (BWS), the board

for the Honolulu Authority for Rapid Transportation (HART), and any board or commission mandated by State or Federal Law, be reviewed periodically to determine whether they should be retained, amended or repealed?" This would include the Neighborhood Commission.

- 2017 Elections Update – The Department of Information Technology (DIT) is still designing the candidate registration website; it should be available starting Thursday, December 1, 2016. A demo site will be available prior to December 2016. The request for mailing and printing has been approved by the Department of Budget and Fiscal Services (BFS) and is currently in the process of going out to bid.

Questions, comments, and concerns that followed: Charter Commission – Oshiro asked and Vong explained that Proposal 40 only includes the Neighborhood Commission and not the Neighborhood Boards because the Neighborhood Commission is mandated by the City Charter.

COMMITTEE REPORTS

Elections Committee – Chair Richard Oshiro reported that the Elections Committee met on Tuesday, September 13, 2016 to give recommendations on the full Commission regarding the neighborhood board elections.

- Voting Method: Chair Oshiro stated that the election shall be by mail ballot unless otherwise directed by the Neighborhood Commission and recommended the method to be by online voting.
- Chief Election Officer: The Elections Committee recommended Executive Secretary Shawn Hamamoto as the Chief Elections Officer.
- Chief Monitoring Officer: The Elections Committee will be meeting in November 2016 to select a candidate for the Chief Monitoring Office to recommend to the full Commission.
- Printing/Binding Vendor: The bid to select a printing and binding vendor is being processed and will be released shortly.
- Public Outreach Efforts: The NCO will continue to work on public outreach efforts for the 2017 board elections.
- Next Meeting: The next Elections Committee meeting will be held on Tuesday, November 15, 2016 at 10:30 a.m.; location subject to confirmation.

Neighborhood Plan Committee – Chair Finley deferred the report to a later time.

Survey Committee – There is no report.

COMMISSION BUSINESS

Election Method for the 2017 Neighborhood Board Election – **Oshiro moved and Tamamoto seconded to allow the Department of Information Technology (DIT) to conduct the 2017 Neighborhood Board elections by online voting. The motion was UNANIMOUSLY APPROVED, 5-0-0. (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**

Selection of the Chief Election Officer – **Oshiro moved and Stubbs seconded that the Neighborhood Commission selects Executive Secretary Shawn Hamamoto as the Chief Election Officer. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**

Dismissal of Complaint 2016-02 Cramer v Greig due to Withdrawal by Complainant – Vice Chair Finley commented that he received a letter of withdrawal from the complainant and a letter of testimony from Natalie Iwasa.

Based on the letter of withdrawal, Stubbs moved and Rathbun seconded to dismiss the complaint of 2016-02 Cramer v Greig. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).

Discussion/Resolution of the Proposed Amendment to Change name of Downtown Neighborhood Board No. 13 – Vice Chair Finley noted that he attended the hearing of the Downtown Neighborhood Board No. 13 and that there were no objections to the proposed amendment. Vice Chair Finley read the resolution and asked that copies be sent to Mayor Caldwell, Council Chair Ernie Martin, and the City Clerk.

Stubbs moved and Rathbun seconded that the Neighborhood Commission adopt the name change of the Downtown Neighborhood Board No. 13 to Downtown-Chinatown Neighborhood Board No. 13. The motion

was **UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**

Discussion/Resolution of the Proposed Amendments to the Neighborhood Plan – Vice Chair Finley thanked the committee, attendees, and the NCO in assisting with finalizing the proposed amendments.

- 2-11-203 – Allows a commissioner to be assigned to the PIG without “taking up” one of the Boards two (2) slots. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-11-308 – Deletes sections on quorum and majority voting that conflict with HRS. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-11-319 – Replaces Robert’s Rules of Order Newly Revised (RONR) with parliamentary rules adopted by the Commission. Vice Chair Finley noted that the Neighborhood Plan Committee voted to defer this amendment because the NCO can create a separate document with extracted pertinent information from the RONR. **This proposed amendment was deferred.**
- 2-13-105 – Currently the Neighborhood Plan says a member shall not have a financial conflict. This would amend it to make it clear if it does exist the members must recuse themselves. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-13-107 Requires board members to publicly post at least one (1) type of contact information. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-14-102 – Changes board members terms to expire in even numbered years. Allows the Commission to extend an existing term as necessary in order to achieve this. **This proposed amendment was referred to the Elections Committee.**
- 2-14-104 – Requires a nomination in order for a qualified resident to be considered for appointment to a vacancy. Clarifies when the verification of a possible nominee for a vacant seat must occur. Allows the Commission to fill a vacant seat if it interferes with the Board taking action in successive meetings. Requires a roll call vote for filling a vacancy with each member stating the name of the nominee they cast their vote for. Chair Finley noted that this item was discussed in length and it was agreed that the members should state who they are voting for. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-14-106 – Clarifies action to declare a seat vacant must occur in the same term as which the absences occurred. Clarifies that three (3) absences accumulates from the start of the term or the date of appointment. Prohibits sending three (3) absence letter at the end of the term. Clarifies what the Board must do for it to have considered the vacating seat. Makes a resignation effective when received by the Executive Secretary. Chair Finley noted that the amendment was at the request of the NCO. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-14-111 – Requires committee agendas to be filed seven (7) days prior to the meeting. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-14-115 – Requires roll call votes for election of officers or filling of vacancies. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-14-118 – Specifies that abusive language constitutes a breach of order and decorum. Requires public testimony be allowed at the time the board considers an agenda item. Chair Finley noted that this item was discussed at length and that some boards have had some problems in the past when taking testimony at the beginning of the meeting. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- 2-14-124 – Deletes section which conflicts with HRS that defines majority vote. Makes the Board Chair an ex-officio member of all board committees. Chair Finley noted that the Neighborhood Commission must comply with the HRS. **The Neighborhood Plan Committee moved and seconded to accept the**

amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).

- **2-17-202** – Defines active voter for purposes of pre-registration. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- **2-17-203** – Deletes the provision for someone being able to change their Board residency after the voter registration deadline. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- **2-17-204** – Makes a candidate who fails to indicate at-large or subdistrict on their registration form to automatically be listed as a subdistrict candidate. Chair Finley noted that there were a few problems in past elections and commented that this will make it clear what the candidate must do. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**
- **2-18-101** – Makes committee members subject to sanctions. **The Neighborhood Plan Committee moved and seconded to accept the amendment. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**

Vice Chair Finley read the resolution for the adoption of the proposed amendments to the Neighborhood Plan. **Stubbs moved and Oshiro seconded to accept the resolution for the adoption of the proposed amendments to the Neighborhood Plan. The motion was UNANIMOUSLY APPROVED, 5-0-0 (AYE: Finley, Oshiro, Rathbun, Stubbs, and Tamamoto; NAY: None; ABSTAIN: None).**

Vice Chair Finley noted that the changes to the Neighborhood Plan took about 11 to 18 months in 2008 and the next major Neighborhood Plan revision is scheduled for 2018. Vice Chair Finley noted that his term of office will expire in June 2017 and wished the Neighborhood Commission all the best.

Report on Evaluation of Neighborhood Board Visitations – There was no report.

ANNOUNCEMENTS:

Next Regular Meeting – The next Neighborhood Commission's meeting will be held on Monday, October 24, 2016 at 7:00 p.m. at the Mission Memorial Building Hearings Room, 550 South King Street.

ADJOURNMENT: The meeting adjourned at 7:54 p.m.

Submitted by: Neil Baarde, NCO Staff
Reviewed by: Uyen Vong, NCO Staff